

**Cafe Nova Bistro**

**Address** 424 Richmond Road, Twickenham, TW1 2EB

**Applicant(s)** Mr Suleyman Demir

**Application Type** New Premises Licence

**Application Reference** WK/202437569

**Closing Date for Representations** Tuesday, 2 July 2024

**Permissions being applied for**

**Supply of Alcohol**

On and off the premises

**Monday** 09:00 \_ 19:30

**Tuesday** 09:00 \_ 19:30

**Wednesday** 09:00 \_ 19:30

**Thursday** 09:00 \_ 19:30

**Friday** 09:00 \_ 19:30

**Saturday** 09:00 \_ 19:30

**Sunday** 09:00 \_ 19:30

**Premises Opening Hours**

Whole premises

**Monday** 08:00 \_ 20:00

**Tuesday** 08:00 \_ 20:00

**Wednesday** 08:00 \_ 20:00

**Thursday** 08:00 \_ 20:00

**Friday** 08:00 \_ 20:00

**Saturday** 08:00 \_ 20:00

**Sunday** 08:00 \_ 20:00

## LICENSING OBJECTIVES

### a. General - all four licensing objectives (b, c, d and e):

The proposed location will be providing ON and OFF selling of alcohol between hours from 09:00 to 19:30, Monday to Sunday. The applicant is willing to accept possible conditions from police and from responsible authorities. The alcohol will only be sold during operation hours. CCTV will be installed to the premises. Installed CCTV systems will meet the standard in 'UK police requirements for digital CCTV system'. The premises operates the challenge 25 the proof of age scheme. The premises will open and shut at its permitted hours and the sale of alcohol or any other permitted licensing activity will not be carried out at any other time than its permitted opening hours. The premises shall install and maintain a CCTV system as per the minimum requirements of a Police Crime Prevention Officer. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorized officer throughout the preceding 31 day period. An alarm system that meets a minimum standard of BSEN50131 grade 1 shall be installed and maintained at the premises. THE CCTV SHALL BE IN OPERATION AT ALL TIME THE PREMISES ARE OPEN TO THE PUBLIC. A MEMBER OF STAFF CAPABLE OF DOWNLOADING IMAGES FOR THE POLICE OR AUTHORISED COUNCIL OFFICERS SHALL BE ON DUTY AT ALL TIMES THE PREMISES ARE OPEN TO THE PUBLIC. NOTICES WILL BE DISPLAYED ADVISING CUSTOMERS OF THE PERMITTED HOURS. ALL STAFF WILL BE TRAINED FOR THEIR ROLE ON INDUCTION AND AT REGULAR INTERVALS OF SIX MONTHS THEREAFTER. TRAINING WILL INCLUDE IDENTIFYING PERSONS UNDER 25, MAKING A CHALLENGE, ACCEPTABLE PROOF OF AGE, MAKING AND RECORDING A REFUSAL, AVOIDING CONFLICT AND RESPONSIBLE ALCOHOL RETAILING. WRITTEN TRAINING RECORDS WILL BE KEPT. THE PREMISES WILL ACTIVELY ENGAGE WITH AND WORK WITH THE POLICE SAFER NEIGHBOURHOOD TEAM.

The premises will keep strong management controls and train all staff so they are aware of the licence and its requirement. In particular: No service of alcohol to underage people. Being vigilant to prevent disorderly behaviour. THE PASSPORT CHECK WILL BE IN PLACE FOR ALL EMPLOYEES BEFORE THEY START ON THEIR FIRST WORKING DAY TO EMPLOY PERSONS WITH THE RIGHT OF WORK IN THE UK.

### b. The prevention of crime and disorder:

Cctv will be installed to the premises for safety and crime prevention. Will not serve alcohol who already drunk in the premises. The DPS will undertake routine monitoring of the refusals records and record that this is being done. All staff that makes sales of alcohol receives regular training (induction and refresher). Installed cctv systems that meet the standard in 'uk police requirements for digital cctv systems' shall operate and record video images at all times that premises are open to the public and any recordings made will be retained for not less than 31 days and made available to a police officer on request. A member of staff on premises at the relevant time will be capable of operating the cctv system.

### c. Public safety :

Emergency light will be installed and fire extinguisher will be installed. The fire exit is free of any impediment or obstacle at all time of the operating hours. An incident log shall be kept at the premises, and made available on request to an authorised officer of the City Council or the Police, which will record the following: (a) all crimes reported to the venue (b) all ejections of patrons (c) any complaints received regards crime and disorder (d) any incidents of disorder (e) seizures of drugs or offensive weapons (f) any refusal of the sale of alcohol

### d. The prevention of public nuisance:

All occasions when persons have been refused service will be recorded in a refusals book, which shall be kept at the premises for not less than 12 months. Suitable signage will be displayed at the point of exit advising customers leave the premises quietly. Deliveries to the premises shall only be made during normal working hours.

### e) The protection of children from harm :

Any alcohol must be sold by DPS or a person authorized by the DPS at all times. All staff who sells alcohol will be trained in the role by the DPS with regular refresher training. Records of training will be kept and made available for examining officers of the relevant authorities. Where a person appears to be under the age 25, identification in the form of passport, photo driving license or a proof of age card bearing the pass hologram will be sought and if not provided service of alcohol will be refused. Suitable signage will be displayed at the point of entry and at the service area advising customers that the premises operates the challenge 25 proof of age scheme.

## Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

Statutory Notes

A register of existing premises licences and club certificates within the London Borough of Richmond is available online at [https://richmond.gov.uk/services/business/services\\_for\\_business/business\\_and\\_street\\_trading\\_licences/licensing\\_act\\_2003.htm](https://richmond.gov.uk/services/business/services_for_business/business_and_street_trading_licences/licensing_act_2003.htm).

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Representations must be made in writing to The Licensing Team. Advice regarding making representations is available on our website.

**Sheen Superstore****Address** 331 Upper Richmond Road West, East Sheen, London, SW14 8QR**Applicant(s)** Abdul Ghani**Application Type** New Premises Licence**Application Reference** WK/202437534**Closing Date for Representations** Tuesday, 2 July 2024**Permissions being applied for****Supply of Alcohol**

Off the Premises

|                  |               |
|------------------|---------------|
| <b>Monday</b>    | 08:00 _ 23:00 |
| <b>Tuesday</b>   | 08:00 _ 23:00 |
| <b>Wednesday</b> | 08:00 _ 23:00 |
| <b>Thursday</b>  | 08:00 _ 23:00 |
| <b>Friday</b>    | 08:00 _ 23:00 |
| <b>Saturday</b>  | 08:00 _ 23:00 |
| <b>Sunday</b>    | 08:00 _ 23:00 |

**Premises Opening Hours**

Whole Premises

|                  |               |
|------------------|---------------|
| <b>Monday</b>    | 08:00 _ 23:00 |
| <b>Tuesday</b>   | 08:00 _ 23:00 |
| <b>Wednesday</b> | 08:00 _ 23:00 |
| <b>Thursday</b>  | 08:00 _ 23:00 |
| <b>Friday</b>    | 08:00 _ 23:00 |
| <b>Saturday</b>  | 08:00 _ 23:00 |
| <b>Sunday</b>    | 08:00 _ 23:00 |

M. Promoting the four licensing objectives

The four licensing objectives

a. General & all four licensing objectives (b, c, d and e): 1. Challenge 25 policy to be in place at all times 2. CCTV to be installed and 31 days recording system staff trained to download images when required 3. All staff to be trained in responsible alcohol retailing

b. The prevention of crime and disorder:

1. CCTV shall be installed to Home Office Guidance standards and maintained in a good working condition and recordings shall be kept for 31 days and shall be made available to police and authorised Officers from the council. 2. The CCTV system shall be capable of obtaining clear facial recognition images and a clear head and shoulders image of every person entering or leaving the premises. 3. The CCTV system shall display on any recordings, the correct date and time of the recording. 4. A member of staff trained in the use of the CCTV system shall be available at the premise at all times that the premises are open to the public. 5. A CCTV camera shall be installed to cover the entrance of the premises and further cameras installed to cover the internal area and service counter. 6. A suitable intruder alarm complete with panic button shall be fitted and maintained. 7. An incident log shall be kept at the premises, and made available for inspection on request to an authorised officer of the council or the Police, which will record the following: (a) all crimes reported to the venue (b) all ejections of patrons (c) any complaints received (d) any incidents of disorder (e) all seizures of drugs or offensive weapons (f) any faults in the CCTV system (g) any refusal of the sale of alcohol (h) any visit by a relevant authority or emergency service. 8. All alcohol shall be purchased from AWRS registered cash & carry and wholesalers. 9. There shall be no self service of spirits on the premises. 10. All staff will have right to work in UK documents checked before being offered employment.

c. Public safety :

1. Fire exit signs displayed 2. To comply with all current, fire, health and safety laws 3. CCTV working at all times

d. The prevention of public nuisance:

1. Notice displayed asking customers to leave quietly from premises also customers will be told in person to leave quietly and not to disturb the local neighbourhood 2. Strict policy in place to tell all staff not to serve alcohol to drunks at all 3. Appropriate signage will be displayed, in prominent position informing customers they are being recorded on CCTV

e) The protection of children from harm :

1. A challenge 25 policy will be in force, where any person looking under the age of 25 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises. Challenge 25 posters displayed where alcohol is sold. 2. The only acceptable ID will be those with photographic identification documents, including passport, photo-card, driving license or proof of age card bearing the PASS hologram. 3. A refusal book shall be kept at the premises and updated as and when required, and made available for inspection on request to an Licensing Officer, Police or other responsible authority. 4. All staff authorised to sell alcohol will be trained in the Challenge 25 scheme and this training will be documented to include the date the training was given, the name of the person who gave the training, the person who received the training and signatures by both trainer and trainee. 5. A sign stating &No proof of age & No sale& shall be displayed at the point of sale.

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

## Statutory Notes

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?? Awaiting for correct trading name - PI to be amended

**Address** 117 Station Road, Hampton, TW12 2AL

**Applicant(s)** Vape Tech Group Limited

**Application Type** New Premises Licence

**Application Reference** WK/202438910

**Closing Date for Representations** Tuesday, 9 July 2024

**Permissions being applied for**

**Supply of Alcohol**

Off the premises

**Monday** 07:00 \_ 23:00

**Tuesday** 07:00 \_ 23:00

**Wednesday** 07:00 \_ 23:00

**Thursday** 07:00 \_ 23:00

**Friday** 07:00 \_ 23:00

**Saturday** 07:00 \_ 23:00

**Sunday** 07:00 \_ 23:00

**Premises Opening Hours**

Whole premises

**Monday** 07:00 \_ 23:00

**Tuesday** 07:00 \_ 23:00

**Wednesday** 07:00 \_ 23:00

**Thursday** 07:00 \_ 23:00

**Friday** 07:00 \_ 23:00

**Saturday** 07:00 \_ 23:00

**Sunday** 07:00 \_ 23:00

**LICENSING OBJECTIVES:**

a. General - all four licensing objectives (b, c, d and e):

CCTVA suitable closed-circuit television (CCTV) system shall be in operation whilst members of the public are in attendance. The CCTV system will provide clear images in all levels of lighting, enabling facial-recognition, of all areas of the licensed site to which the public have access (save for toilets/showers/changing areas).The CCTV system camera coverage shall include external areas used by customers. At least one member of staff shall be on duty at the premises who can operate the system and download recorded images.These images will be downloaded and provided immediately, or where this is not possible as soon as practicable, on request to an officer of a Responsible Authority. The CCTV system shall be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information. The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access. Staff TrainingAll staff responsible for selling alcohol shall receive induction and/or refresher training (at least annually) commensurate with their role and responsibilities in relation to the sale of alcohol and the times and conditions of the premises licence.Training shall include Challenge 25, the requirement and process for completing both the incident log and refusal log (detailed below). Training will be documented, kept at the premises for at least 12 months from the last entry, and made available to the Police and/or Local Authority upon request.Alcohol Off SalesAlcohol for consumption off the premises may only be provided in sealed containers.

b. The prevention of crime and disorder:

Refusal Log There shall be a written or electronic register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated. Details to be recorded shall include the date, time, name (if known), physical description of the person, the reason for the refusal, names and login ID of staff involved, and whether the refusal was captured on CCTV.Any identification document coming into the possession of a member of staff, including security staff, shall be recorded in the register, including the name of the person/name on the identification document.The register or electronic report must be available for inspection, on request, by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a for a period of 12 months from the date of the last entry.Incident LogAn incident log shall be maintained on the premises to record all incidents and accidents.Records should include occurrences of: crimes committed on or reported to the premises, anti-social behaviour, admission refusals, ejections, matters.The records shall include the date, time, and location of the incident; nature of the incident; personal details and contact information for all people involved including any witnesses, any crime number and details of police officers attending.Incident and accident records may be kept in a bound register with consecutively numbered pages or electronically on a secure digital system. In each case, the information recorded must be processed, stored, and handled in compliance with The General Data Protection Regulation.The records shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 12 months after the last entry.

c. Public safety :

A current Fire Risk Assessment will be maintained and kept on the premises and will be made available to an officer of a Responsible Authority on request.

d. The prevention of public nuisance:

General The premises licence holder will operate the business with general consideration in respect of the neighbouring properties.Clear and prominent notices will be displayed at the exit requesting patrons be quiet and have consideration for neighbours in the vicinity.The licence holder shall ensure no noise or vibration emanates from the premises so as to cause a nuisance.

e) The protection of children from harm :

Age Verification Scheme - Challenge 25 A challenge 25 age verification scheme will operate at the premises whereby any person who appears to be under 25 years of age, and unknown to the staff member serving as a person over 18 years of age, shall not be served alcohol unless they provide identification to prove they are over 18 years of age.Acceptable forms of identification will be a valid passport, a valid photo ID driving license or a valid proof of age scheme card with the PASS approved hologram.Appropriate signage advertising the operation of the Challenge 25 scheme must be displayed in the vicinity of all points of sale for alcohol.

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE



## Statutory Notes

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**Sheen Express Food & Wine**

**Address** 361B Upper Richmond Road West, East Sheen, London, SW14 8QN

**Applicant(s)** Mr Deepanshu Nath

**Application Type** New Premises Licence

**Application Reference** WK/202439071

**Closing Date for Representations** Wednesday, 10 July 2024

**Permissions being applied for**

**Supply of Alcohol**

Off the Premises

**Monday** 08:00 \_ 23:00  
**Tuesday** 08:00 \_ 23:00  
**Wednesday** 08:00 \_ 23:00  
**Thursday** 08:00 \_ 23:00  
**Friday** 08:00 \_ 23:00  
**Saturday** 08:00 \_ 23:00  
**Sunday** 08:00 \_ 23:00

**Premises Opening Hours**

Whole Premises

**Monday** 08:00 \_ 23:00  
**Tuesday** 08:00 \_ 23:00  
**Wednesday** 08:00 \_ 23:00  
**Thursday** 08:00 \_ 23:00  
**Friday** 08:00 \_ 23:00  
**Saturday** 08:00 \_ 23:00  
**Sunday** 08:00 \_ 23:00

M. Promoting the four licensing objectives

The four licensing objectives

a. General & all four licensing objectives (b, c, d and e): 1. Challenge 25 policy to be in place at all times 2. CCTV to be installed and 31 days recording system staff trained to download images when required 3. All staff to be trained in responsible alcohol retailing

b. The prevention of crime and disorder: 1. The premises shall install and maintain a comprehensive closed-circuit television system (CCTV). All recordings shall be stored for a minimum of 31 days with date and time stamping. Recordings shall be made available immediately upon the request of Police or authorised officer throughout the preceding 31 day period. 2. The digital CCTV will cover all areas to where public have access. 3. CCTV will be recording at all times when premises is open, and the recordings will be of evidential quality in all lighting conditions and be of a sufficient quality to produce in court of hearing. 4. All images downloaded from the CCTV must be provided in a format which can be viewed on regularly available equipment without the need for specialist software. 5. At all times the premises is open to the public a minimum of one member of staff on duty will be able to operate the CCTV. 6. The CCTV system shall be maintained in effective working order. 7. Suitable signage shall be displayed at the premises in a prominent position as customers enter the premises stating that CCTV is in operation. 8. Alcohol sold for consumption off the premises may only be sold in sealed containers. 9. The Premises Licence Holder shall produce, to a Police Officer or a Home Office Immigration Officer, proof of full compliance with the Home Office 'AN EMPLOYERS GUIDE TO RIGHT TO WORK CHECKS' - April 2022 or any subsequent issue. This proof must be available to be produced on demand, to a Police Officer or Home Office Immigration Officer. 10. No alcoholic product will be displayed for sale within close proximity of the entrance to the premises. 11. Alcoholic product with an Alcohol by Volume (ABV) in excess of 30% will only be displayed behind the servery counter. 12. All staff shall be trained before they are allowed to sell any alcohol to the public. 13. Records of staff training along with any training material used must be kept by the Designated Premises Supervisor or Premises Licence Holder. 14. All training records shall be signed by the trainer and trainee in respect of training received. 15. The premises licence holder shall implement a training manual and all members of staff shall be suitably trained in underage sales prevention before making any sales of alcohol. 16. Refresher training shall be carried out every 12 months for all staff and documented within the training records. 17. The training records shall be available for inspection by the police or authorised local authority officers. 18. The incident logbook shall be available for inspection by the police or authorised local authority officers. 19. An incident logbook shall be kept and maintained on the premises and made available on request to the Police or the Licensing Authority, which will record the following: & All crime reported to the venue & All ejections of patrons & Any complaints received & Any incidents of disorder & Any refusals to the sale of alcohol 20. Staff will routinely check the premises and area out the front during opening hours to ensure that the premises are clean and tidy

c. Public safety : 1. Fire exit signs displayed 2. To comply with all current, fire, health and safety laws 3. CCTV working at all times

d. The prevention of public nuisance: 1. Notice displayed asking customers to leave quietly from premises also customers will be told in person to leave quietly and not to disturb the local neighbourhood 2. Strict policy in place to tell all staff not to serve alcohol to drunks at all 3. Appropriate signage will be displayed, in prominent position informing customers they are being recorded on CCTV

e) The protection of children from harm : 1. A challenge 25 policy will be in force, where any person looking under the age of 25 shall be asked to prove their age when attempting to purchase alcohol and signs to this effect will be displayed at the premises. Challenge 25 posters displayed where alcohol is sold. 2. The only acceptable ID will be those with photographic identification documents, including passport, photo-card, driving license or proof of age card bearing the PASS hologram. 3. A refusal book shall be kept at the premises and updated as and when required, and made available for inspection on request to an Licensing Officer, Police or other responsible authority. 4. A sign stating & No proof of age & No sale & shall be displayed at the point of sale.

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

Statutory Notes

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**Basilico****Address** 178 Upper Richmond Road West, East Sheen, London, SW14 8AW**Applicant(s)** Heaven Ray Limited**Application Type** New Premises Licence**Application Reference** WK/202440311**Closing Date for Representations** Wednesday, 17 July 2024**Permissions being applied for****Late Night Refreshment**

Indoors &amp; Outdoors

|                  |               |
|------------------|---------------|
| <b>Monday</b>    | 23:00 _ 02:00 |
| <b>Tuesday</b>   | 23:00 _ 02:00 |
| <b>Wednesday</b> | 23:00 _ 02:00 |
| <b>Thursday</b>  | 23:00 _ 02:00 |
| <b>Friday</b>    | 23:00 _ 02:00 |
| <b>Saturday</b>  | 23:00 _ 02:00 |
| <b>Sunday</b>    | 23:00 _ 02:00 |

From the end of authorised hours on New Year's Eve to the start of authorised hours on the following day

**Supply of Alcohol**

On &amp; Off the Premises

|                  |               |
|------------------|---------------|
| <b>Monday</b>    | 10:00 _ 02:00 |
| <b>Tuesday</b>   | 10:00 _ 02:00 |
| <b>Wednesday</b> | 10:00 _ 02:00 |
| <b>Thursday</b>  | 10:00 _ 02:00 |
| <b>Friday</b>    | 10:00 _ 02:00 |
| <b>Saturday</b>  | 10:00 _ 02:00 |
| <b>Sunday</b>    | 10:00 _ 02:00 |

From the end of authorised hours on New Year's Eve to the start of authorised hours on the following day

**Premises Opening Hours**

Whole Premises

|                  |               |
|------------------|---------------|
| <b>Monday</b>    | 10:00 _ 02:00 |
| <b>Tuesday</b>   | 10:00 _ 02:00 |
| <b>Wednesday</b> | 10:00 _ 02:00 |
| <b>Thursday</b>  | 10:00 _ 02:00 |
| <b>Friday</b>    | 10:00 _ 02:00 |
| <b>Saturday</b>  | 10:00 _ 02:00 |
| <b>Sunday</b>    | 10:00 _ 02:00 |

From the end of authorised hours on New Year's Eve to the start of authorised hours on the following day

a) General - all four licensing objectives (b, c, d and e)

The premises is located with other commercial properties on a busy road. Most late-night sales are through delivery apps and the hours sought will not encourage large groups to attend or congregate in or near the store. The premises has CCTV, and I am committed to working with responsible authorities and promoting the 4 licensing objectives.

b) The prevention of crime and disorder

A closed-circuit television (CCTV) system shall be installed at the premises. The CCTV system installed at the premises shall be maintained in effective working order and shall be in operation at all times the premises is open to the public.

All recordings made by the CCTV system shall be retained and stored in a suitable and secure manner for a minimum of 31 days, and shall be made available on request to the Metropolitan Police, the Licensing Authority or other Responsible Authorities.

At all times the premises is open to the public a minimum of one member of staff on duty will be able to operate the CCTV system

All staff shall be trained in the Challenge 25 policy before they are allowed to sell any alcohol to the public

A refusals book to record every instance that sales of alcohol are refused shall be maintained. The refusals book shall document the date and time a refusal of sale is made and the member of staff refusing the sale. The refusal book shall be available for inspection by the police or authorised local authority officers

c) Public safety

Fire safety measures in place at the premises

d) The prevention of public nuisance

The Premises Licence Holder shall ensure that no noise shall emanate from the premises nor vibration be transmitted through the structure of the premises, which gives rise to a nuisance. Clear legible notices are to be displayed at all exits from the premises requesting patrons to respect the needs of local residents and to leave the premises and area quietly.

e) The protection of children from harm

All staff shall be trained in the Challenge 25 policy before they are allowed to sell any alcohol to the public.

Notices shall be strategically and prominently placed on the premises detailing the restrictions on sales to children

Annex 2

Conditions consistent with the Operating Schedule

NONE

Annex 3

Conditions attached after a hearing by the licensing authority

NOT APPLICABLE

Statutory Notes

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